

ATAP Self-Assessment Systems

Introduction to ATAP Self-Assessment Systems

The Laboratory has implemented a self-assessment system that ATAP fully supports and in which the Division actively participates. This system includes the following assessments:

- ES&H Peer Reviews, conducted by the LBNL Safety Advisory Committee, review how well the management systems described in our ATAP Integrated Safety Management Plan are functioning.
- EHS Division's Technical Assurance Program consists of subject matter experts' self-assessments the performance of their programs.
- Contract 31, Appendix B self-assessments utilize information from the ES&H self-assessments described above and assessments of business and operational functions to measure LBNL's performance against contract performance measures.

Division Self-Assessments are another important element of this system. The Accelerator Technology and Applied Physics Division (ATAP) self-assessments will evaluate hazard controls (e.g. administrative, engineering, etc.), aspects of Safety Culture, and compliance with institutional and divisional requirements to determine if the programs and/or processes are effective, adequately implemented, and are fostering improvement.

ATAP uses a tailored, risk-based approach to assessing safety program effectiveness. ATAP management identifies the hazards and aspects of Safety Culture having the greatest potential impact on the safety of employees, protection of environment, and/or continuity of operations.

ATAP's division self-assessment program consists of two key elements: **Focus Area Self-Assessments** and **QUEST**. QUEST raises safety awareness, involves everyone in the Division in improving safety, and encourages teamwork and communication. Additional on-going assurance activities include quarterly ES&H Coordinator/EHS Liaison walkthroughs, ATAP management and supervisor walkthroughs, Hazardous Waste Generator Assistance walks, Lockout/Tagout procedure reviews, Work Planning and Control Activity reviews, and ergonomics assessments.

In February 2015, there will be a special series of **Electrical Work Discussions** for ATAP Programs to provide feedback to Division management on the types of electrical work they do, whether the work might require a Qualified Electrical Worker (QEW), and how the need for QEW support might be met. An **Electrical Work Discussion Guide** will be used by the Division Safety Coordinator to organize the discussions. A summary of the results of the discussion will be presented to ATAP management, the Safety Advisory Committee, and the Electrical Safety Subcommittee.

Focus Area Self-Assessments

The ATAP Division Director, Program Heads and ES&H Operations Committee identify hazards and aspects of Safety Culture having the greatest potential impact on the safety of employees, protection of environment, and/or continuity of operations. The division ES&H self-assessment process and associated work products are “owned” by ATAP and are an integral part of our Integrated Safety Management process. See **Focus Area Self-Assessments** for a description of ATAP’s focus areas, methodologies, and evaluation frequencies. ATAP’s self-assessment will address safety programs and hazards of importance to ATAP and, in the process, will identify findings, observations, and noteworthy practices.

QUEST

ATAP developed and implemented an internal self-assessment process called **QUEST**: **Q**uality assurance/improvement and **E**nvironment, safety and health through **S**elf-assessment and **T**eamwork. Its basic premise is that teams composed of employees actually performing the work of the Programs are in the best position to evaluate the quality and safety of our workplaces. See **QUEST** for a description of the participation requirements, scope, assessment methodologies and tools, and schedule for the activities for this year. QUEST activities planned for FY 2015 include a broad-based assessment of safety hazards and environmental management practices in ATAP workplaces in February 2015.